

Droitwich Spa Town Council

MINUTES of the meeting of the COMMUNITY AND AMENITIES COMMITTEE held in the Council Chamber at St Richard's House, Victoria Square, Droitwich Spa on Monday 3 July 2017 at 6.30pm.

PRESENT: Councillor Mrs S Harris (Chairman)
Councillor S Best (Ex-officio)
Councillor A M Sinton (Vice-Chairman)
Councillor Mrs C Bowden
Councillor G Duffy
Councillor A Humphries
Councillor A H Laird

ALSO PRESENT: Councillors T Noyes, G R Brookes, R G Beale, R Murphy, R Morris, W Moy and A Roberts.

APOLOGIES FOR ABSENCE were received from Councillor Ms J H Bolton and Councillor Mrs K Tomalin committee members, and Councillor Mrs A Hawkins.

70. DECLARATIONS OF INTERESTS

Councillors Mrs Harris, A H Laird, S Best, R Morris and G Duffy declared a non-pecuniary interest in Agenda Item 4, point 2 – Droitwich Spa Youth Council grant recommendation.

Councillor A Humphries declared a non-pecuniary interest in Agenda Item 8- Alzheimer's Society meeting centre reservations.

71. MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 5 JUNE 2017

RESOLVED That the Minutes of the Meeting of the Committee held on 5 June 2017 be confirmed as a correct record and signed by the Chairman.

72. GRANTS APPRAISAL PANEL – RECOMMENDATIONS FROM THE MEETING HELD ON 12 JUNE 2017

[Declarations of interest were made by Councillors Mrs S Harris, A H Laird, S Best, R Morris and G Duffy as recorded in Minute No 70 above]

The Committee reviewed the recommendations of the Grants Appraisal Panel meeting held on 12 June 2017. For the Youth Council recommendation - point 2, the award value was increased to £750.00 in order to cover unforeseen additional costs for providing public security at the event on the 8th July 2017. The Chairman explained that this consideration was necessary due to recent terrorist incidents in the country at public events and venues. For point 6 – Droitwich Spa Air Cadets, the Chairman recommended that the award value be increased to £2500.00 in order to entirely fund the squadron's

project to purchase replacement radio equipment. The two amendments were proposed by Councillor Sinton, Chairman of the Grants Appraisal Panel and seconded by Councillors Mrs Bowden.

For point 7 - the Droitwich AED application the Chairman explained that research had confirmed that there was already several public access defibrillators located in the town centre. To this effect it was proposed that there was adequate provision and the application should not be considered further at this time.

For point 5 - Lido Park Tennis Club, Councillor Brookes requested that the decision be deferred until further information had been confirmed with the applicant – Mrs Elaine Ball. Councillor Brookes suggested that Mrs Ball be invited to the next scheduled grant appraisal meeting on the 4th September 2017 in order to present the details of her fund raising campaign for the tennis courts project to date, also that an approach be made to Mrs Lynn Stevens – Parks Officer at Wychavon District Council in order to confirm progress with the tennis courts improvement scheme before making a final decision on the Town Council grant recommendation. Councillor Brookes commended the project and endeavours of Mrs Ball and explained it was important to verify all aspects due to so many worthy causes in pursuit of the community grants fund at this time.

Councillor Sinton expressed concern that the Grants Appraisal Panel meeting held on the 12th June 2017 was not quorate for a period of time owing to the declarations of interest made. There had been no indication of any apologies for absence from two of the Panel members. The opinion was expressed that this was very inconvenient especially when an agenda had been circulated comprising a schedule of applicants who attended in order to present and support their applications. Councillor Noyes proposed that Councillor Moy be added to the Grants Appraisal Panel to provide more coverage and this was generally agreed.

RESOLVED

1. That the following recommendations from the Grants Appraisal Panel for the award of grants be approved:

Droitwich Spa & District Horticultural Society £400.00
Droitwich Spa Youth Council £750.00
Droitwich Arts Network £500.00
Droitwich Spa Art Club £400.00
Lido Park Tennis Club – decision deferred until after 4th
September 2017 Appraisal Panel meeting.
Droitwich Air Cadets £2,500.00
Mr Peter Richards- Droitwich AED –No Award.

2. That Councillor Moy be added to the membership of the Grants Appraisal Panel with immediate effect.

Fund Available 2017/2018 Municipal Year = £7,500.00

Total approved recommendations 3rd July 2017 = £4,550.00

Remaining fund = £2,950.00

Next Grants Appraisal Panel Meeting - 4th September 2017.

73. DROITWICH SPA ARTERIAL ROADS ENTRANCE SIGNS

At the request of Councillor Ms Bolton and pursuant to Minute No 27 of the Community and Amenities Committee meeting dated 1st June 2015, Minute No 73 meeting dated 6th July 2015 and Minute No 25 of the meeting on 5th June 2017 consideration was given to the reinstatement of the arterial roads entrance signage. The Assistant Town Clerk referred to the circulated reports and explained the estimated costs for replacement of the gateway signage. Due to the escalating costs derived from sourcing and crafting bespoke oak wooden sign posts to complement the original sign boards in addition to the restoration of the boards caution was advised. Additional recommended considerations included planning and highways permissions and steps to preserve the longevity of the signage which inevitably would increase the expense. Indicative estimated costs to replace and reinstate the five arterial route gateway signs with an equivalent design of infrastructure were in excess of £30,000.00 for completion of the project. Officer recommendation was to look at more cost effective and traffic regulation compliant options so that comparative costs could be reviewed at the next Community and Amenities Committee meeting scheduled for 11th September 2017.

RESOLVED That the gateway signage project decision be deferred until after the 11th September 2017 Community and Amenities Committee meeting to enable alternative options to be researched and presented for comparison purposes.

74. CCTV PROPOSAL FOR HERITAGE CENTRE AT ST RICHARD'S HOUSE, COPCUT PARK AND OTHER REMOTE SITE LOCATIONS

Pursuant to Minute No 76 of the Committee meeting held on 6 July 2015 when approval had been given for the installation of CCTV cameras at the allotment sites as requested by the Droitwich Allotments Association, the opportunity had been taken to obtain a quotation to cover the internal Tourist Information Centre reception at St Richard's House to provide an additional element of protection in the public area covering personal safety, cash and stock levels and the museum artefacts.

The Committee reviewed the costing details, a survey and full specification having been completed by a local specialist. A bespoke mains power operated system had been proposed for the Copcut Park compound, including some flood lighting provision, which would assist with the accessibility of the events equipment (currently dependent upon daylight usage). This site was considered the most high-risk location due to the storage facilities and regular use, including events and lengthsman equipment. Similarly this compound had been targeted by criminals several times in the past. A power feed would be required so options were being investigated with Western Power. With regard to the other allotment sites options for similar specification battery powered CCTV units were being considered in the more remote Westwood and Chawson Lane allotment sites which would enable thefts and fly tipping to be combatted.

RESOLVED That the installation of CCTV cameras at Copcut Park and within the Heritage Centre at St Richard's House be approved, with additional quotations being sought as necessary and the scheme extended to other sites upon the submission of a report to the committee for approval as and when deemed appropriate.

75. EVENTS EQUIPMENT

The Committee was advised that following amalgamation of the Wychavon and Town Council event equipment demand from hirers including many community groups and institutions had been considerable, especially so during the period from Easter to the end of September for seasonal outdoor events and functions. Consideration was given to the ongoing maintenance/replacement of this equipment. The Chairman expressed the opinion that a charging tariff for the use of gazebos and events equipment should be introduced. The Assistant Town Clerk suggested that this would be difficult mid-way through the year with many reservations in place. It was also explained that Wychavon District Council did not charge users for the hire of equipment apart from a separate ground rent arrangement for prepared pitches at the main Town festivals. The Assistant Town Clerk suggested that the tariff option could be discussed as part of the estimate setting for the municipal year 2018/2019 later in the year.

- RECOMMENDED
1. That an annual budget in the sum of £2,000 be included within the Estimates to enable an ongoing phased repair and replacement programme of event equipment.
 2. That consideration be made to possibly introducing an equipment hire charging tariff for 2018/2019 when agreeing the estimates for the period.

76. ALZHEIMER'S SOCIETY RESERVATIONS AT THE COMMUNITY HALL

[Councillor A Humphries had declared an interest in this item as detailed in Minute No 70 above]

Written confirmation had been received that the regular day centre hire arrangements were to cease owing to relocation of the facility, with the final meeting centre hire date at the community hall being 7 July 2017. The Chairman wished the Alzheimer's Society every success with their venture at the new meeting centre venue.

RESOLVED That the Alzheimer's Society decision be noted.

The meeting concluded at 7.15 pm

Chairman of Committee
11 September 2017

Chairman of Council
25 September 2017